



Warner Library Board Meeting Minutes – Draft

October 14, 2021

Present: David Neilsen, Chairperson; Michele R Gonzalez Vice-Chair; Edward Berry, Treasurer; Mary Drake, Trustee; Dean Gallea, Trustee; Barry Johnson, Trustee; Jessica Pacciotti, Director; Regina Butcher, Staff Assistant; Paul Rinaldi, Tarrytown Board Liaison. Absent – Tina Valenti (excused). Member of the public: 1

Chairperson David Neilsen called the meeting to order at 6:33pm. The agenda was reviewed and there were no conflicts of interest.

The Public Comment period was opened and Jon Marshall spoke to the board on the topic of Trustee Education in reference to law S4435 which was just passed by the New York senate.

The minutes of the Board's September 16th meeting were reviewed. Edward Berry made a motion to approve, seconded by Dean Gallea, the motion passed unanimously.

Director Pacciotti presented her report. The report is on file at the library. Director Pacciotti also spoke briefly about the relationship between the Warner Library and the two Villages it serves. It is her recommendation that the Library Board look into developing a Memorandum of Understanding between the Warner Library and the Village of Tarrytown.

The bills were reviewed by the board. Edward Berry made a motion to approve the bills as submitted, the motion was seconded by Michele R Gonzalez. The motion passed unanimously.

Six policies were presented for board approval. The six policies were authored by Director Pacciotti, and reviewed at a Policy Committee meeting on 10/7. David Neilsen made the motion to approve the Board Fund Policy, the Code of Conduct Policy, the Financial Control Policy, the Investment Policy, and the Travel & Conference Policy. The motion was seconded by Mary Drake, the motion passed unanimously. Further discussion ensued about the new By-Laws. After substantive discussion David Neilsen made a motion to approve the By-Laws, and the motion was seconded by Dean Gallea. The motion passed unanimously. Director Pacciotti will add approval dates and page numbers to all policies and post them appropriately.

The annual appeal letter was presented to the board. Several edits were made, mostly to do with proper grammar, and to provide for clarity on the kinds of donations that the library accepts. David Neilsen made a motion to accept the letter as an official communication from the board, and Michele R Gonzalez seconded. The motion passed unanimously.

Michele R Gonzalez made the motion to adjourn the meeting at 7:26, the motion was seconded by Edward Berry. The motion passed unanimously. The meeting adjourned at 7:26.

Respectfully submitted,
Jessica Pacciotti
Library Director